

CITY COUNCIL

TRAVEL AUTHORIZATION REQUEST

I hereby request that I be authorized to proceed on official city business to the following named places and return to San Antonio, on or about the dates indicated and to be reimbursed for the travel expenses incurred in performance thereof from city funds in accordance with prescribed policies and procedures applied to such reimbursement.

Elena K. Guajardo

Destination or Itinerary: (If more than one point, state, "in order listed" or "any order.")

International Public Transportation Exposition 2005 in Dallas, Texas

Estimated date of departure from San Antonio: Monday, September 26, 2005

Estimated date of return to San Antonio: Monday, September 26, 2005

GRATUITOUS OR NON-CITY FUNDED TRIPS

This trip will be paid for (entirely) or (partially) by a third party or from non-City funds.

DONOR: VIA Metropolitan Transit

VALUE: \$214.40

EXCEPTIONS:

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Official Business only
Dual purpose-Goodwill
Dual purpose-Education
Dual purpose-City Business

Financial Data:

Estimated cost of travel:

\$265.40

Travel Advance requested:

0

Fund, Account & Index Code to be charged:

010701 5207010

Elena Guajardo
Signature of Traveler

I hereby certify that the above request for travel authorization has been approved by the City Council on the 22nd day of Sept, 2005.

ATTEST

:

Leticia M. Vaca
CITY CLERK

Phil Bradley
MAYOR

05 SEP 16 PM 2:55

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CITY OF SAN ANTONIO
CITY CLERK